

## BCG PTO Meeting

Chatham VFW

November 7, 2023 6:00 P.M.

- I. Welcome & Introductions  
Chelsey Cox called the meeting to order at 6:08pm. Introductions followed.
- II. Approval of October Minutes  
Katy Roszhart sent out the October meeting minutes via email to the Board, Committee Chairs, School Administration, and all BCG PTO members prior to this meeting. Minutes were approved.
- III. Treasurer's Report
  - a. It appears we have a lot more money than we do, as many expenses are due. Scholastic Book Fair checks need to be sent out. Still waiting on a School Toolbox check. \$593 for GoDaddy is from Titan Trek.
  - b. Update on 501c3 status- spoke to Brent Leach at Eck, Schafer and Punke. He should be able to get it done in February/March.
- IV. Open Positions for 2023-2024 School Year
  - a. Sponsorship Committee
  - b. Illinois State Fair Grandstand Merchandise Sales Committee
  - c. BES President- Janet is now working at the school and doesn't have time to do this position as well.
- V. Committee Reports
  - a. Titan Trek
    - i. 65 participants so far. Need volunteers. GES is ready and Chatham police are aware. T-shirts started. Need Sponsor names. Deni is putting together gift bags for participants. Black bags are available to use. Still using reusable bibs. Need to put sign up by the stoplight.
  - b. Spiritwear
    - i. Sales are underway. Flyers went out to schools to send home.
  - c. Sponsorships
    - i. Need lots of help on this committee. Received \$500 from CEFCU. Only business currently we have.
  - d. Parents Night Out
    - i. Dan Lund has okayed use of STEAM Room, Art room, Teachers Lounge at GES. Bounces houses are booked \$500. Having trouble finding a movie that is G rated and not Disney. Pizza will most likely be from Dominos. Greg is creating store on website and creating QR code for flyer. Sarah finished flyer. PreK will not be allowed. Motion to approve budget of \$2000. Hoping for about \$1100 in profit. Up to 100 students allowed. Good on volunteers
  - e. Fun Fair
    - i. Entertainment and school booked. School staff is being worked on for overtime. Probably need to up prices for everything. Need to talk about

that at upcoming meetings. Adding a Nelson's Chicken Dinner was discussed.

- f. Dueling Pianos Night
  - i. Booking Hy-vee and Just the Basics for food/drinks. Photo booth idea from snappic with an ipad. Need a ring light for it. Joe will handle 50/50 raffle application. Maybe see if we can bring a popcorn machine to Southwind. Possibly having pizza towards the end of the night. Maybe pre-order it?
- g. Directories
  - i. Pre-K through 4<sup>th</sup> student lists for all schools have been received and vetted for accuracy. Greg is working on getting them into directory format and working on the cover art. Paper/Online orders started on 11/6/23 and will go until 11/17/23. Will need people to count money at each school on Thanksgiving week and upload paper orders to google drive. Directories should be ready by 12/15/23.
- h. Website/Social Media
  - i. Made the following changes to the website:
    1. Updated Titan Trek page with new race route and registration link
    2. Directory/Notepad orders visible on the site. As of 11/7/23, 48 directories and 6 notepads ordered
    3. Updated Titan Spiritwear page with current sale and hid the year-round Bonfire page until ordering is over
    4. Spoke with Georgie Euler regarding Parents Night Out website for registration and online payment. Need Art to spruce up page
    5. Spoke with Katy regarding Dueling Pianos and will work on a page to pay/register for that event. Need art to spruce up page
  - i. Staff Appreciation
    - i. Everything went well. Need to do a better job of accounting and budgeting for future Staff Appreciation.
- VI. Other Business- none
- VII. School President's Reports
  - a. BES- none
  - b. CES- none
  - c. GES- none
- VIII. Administration Information- no Admin attended this meeting.
- IX. President's Report- nothing additional
- X. Next meeting – **December 5 at 6 PM at Win, Lose or Draught**
- XI. Adjourned at 7:31pm.

**Ball Chatham Glenwood PTO Meeting 11/7/23**

**Executive Treasurer's Report**

**For the Period 10/4/23 - 11/7/23**

**Last Report Date: 10/3/23**

**Bank Account Reconciliation**

<b>Beginning Balance :</b>				<b>\$ 35,939.24</b>
		<b>Expenses</b>	<b>Incomes</b>	
Book Fair Deposits			\$ 11,418.42	
GoFundMe ??			\$ 593.00	
Square (Directory sales)			\$ 123.40	
Sponsorships			\$ 500.00	
Check chargeback (bounced book fair check)		\$ 30.00		
GoDaddy renewal		\$ 134.64		
PO Box renewal		\$ 176.00		
SAW supplies		\$ 161.85		
Babysitter for meeting		\$ 30.00		
<b>Total Expenses for Period</b>		<b>\$ 532.49</b>		
<b>Total Income for Period</b>			<b>\$ 12,634.82</b>	
<b>Balance on Hand:</b>				<b>\$ 48,041.57</b>

**Assets and Liabilities**

School Toolbox		Owed	Balance	
			\$ 309.42	
			\$ 359.11	
			\$ 521.97	
Paypal			\$ 875.49	
<b>Total</b>		<b>\$ -</b>	<b>\$ 2,065.99</b>	
<b>Total Cash and Cash Equivalent</b>				<b>\$ 50,107.56</b>